



To find out how to attend or have a statement read out
Email: clerk@bishopstokepc.org; Call: 07368 487464;
Or visit www.bishopstokepc.org

**Members of the Planning Committee are summoned to attend a meeting on
Tuesday 13th July 2021 at 7:00pm at Bishopstoke Methodist Church, Sedgwick Road.
This meeting is open to the public.**

All planning documents are available via the Eastleigh Borough Council planning portal.

AGENDA

PUBLIC SESSION

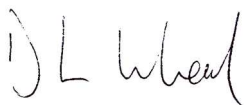
1. Election of Chair
 - *Planning Committee Terms of Reference*
2. Election of Vice Chair
 - *Planning Committee Terms of Reference*
3. Apologies for Absence
4. To adopt and sign Minutes of the Planning Committee meeting held on 27 April 2021
 - *Local Government Act 1972, Sch. 12, para 41*
5. Declarations of Interest and Requests for Dispensations
 - *Bishopstoke Parish Council Code of Conduct, Section 9*
6. Consideration of Planning Applications
 - *Town and Country Planning Act 1990, Sch. 1, para 8*
 - H/21/90607 – 27 Orchard Avenue – Remove tiles on side elevations and side dormers and reclad and alterations to bathroom window on first floor side elevation.
<https://planning.eastleigh.gov.uk/s/papplication/a1M4J000000iwUL/h2190607>
 - H/21/90715 – 114 Church Road – Removal of existing conservatory and garage: erection of two storey side and rear extensions (including loft room), single storey rear extension.
<https://planning.eastleigh.gov.uk/s/papplication/a1M4J000000ixgc/h2190715>
 - T/21/90783 – Orchard Gardens Care Home, 1 Garnier Drive – 1 no. Sycamore (T3 on the map) - Fell to ground level; 1 no. Sycamore (T4 on the map) - Reduce two western stems by 6-8m in height and remove deadwood; 1 no. Sycamore (T5 on the map) - Fell to ground level.
<https://planning.eastleigh.gov.uk/s/papplication/a1M4J000000j0Ws/t2190783>
 - F/21/90799 – Land to the rear of 30 Spring Lane – Erection of 1no. dwelling with associated parking.
<https://planning.eastleigh.gov.uk/s/papplication/a1M4J000000j0th/f2190799>

Members: Cllr Candy, Daly, Dean A., Francis, Hillier-Wheal, McKeone C. and Moore

*Please note: All relevant documents to planning applications are found at <https://planning.eastleigh.gov.uk/s/>
Type the planning application number into the Search box and click "Search"*

PLAN_2122_A03

- H/21/90801 – 26 Horton Way – Single storey rear extension.
<https://planning.eastleigh.gov.uk/s/papplication/a1M4J000000j0yx/h2190801>
 - T/21/90853 – 10 Stoke Park Road – Group of mixed species Sycamore Horse Chestnut (TG1) - Crown lift to 5m over the garden to the boundary line of 1 West Drive, Eastleigh SO50 6FN.
<https://planning.eastleigh.gov.uk/s/papplication/a1M4J000000j3MZ/t2190853>
 - T/21/90936 – The Posy, 86 Edward Avenue – 7 no. Lawson Cypress (T3)-Fell; 1 no. Witch-hazel (T2) -Fell; 1 no. Prunus (T1) -Fell.
<https://planning.eastleigh.gov.uk/s/papplication/a1M4J000000j7Ke/t2190936>
 - Consideration of planning applications that arrived after the publication of this agenda.
7. To receive the Clerk's report on recent planning decisions and other matters
 - *A summary of all planning applications decided by the Local Planning Authority since the last Committee meeting, along with updates on previous actions and anything of note to the Committee.*
 8. To recommend the adoption of the Planning Committee Terms of Reference
 - *Bishopstoke Parish Council Standing Orders, Para 15.7*
 9. To discuss a Councillor Call-In System for Planning meetings and make decisions
 - *The Committee will consider the merits of a call-in system where only certain planning applications are discussed each meeting. A trial period of operating this system alongside the current system is recommend.*
 10. Date, time, place and agenda items for next meeting – to be confirmed
 - *July 27th 2021, 7:00pm at the Bishopstoke Methodist Church (Local Government Act 1972, Sch. 12, Part II, Para 8)*
 11. Motion for Confidential Business
 - *Public Bodies (Admission to Meetings) Act 1960; Local Government Act 1972, ss100 & 102*
 12. Reported Breaches of Development Control (Confidential business)



D L Wheal
Clerk to Bishopstoke Parish Council
6th July 2021

Members: Cllr Candy, Daly, Dean A., Francis, Hillier-Wheal, McKeone C. and Moore

Please note: All relevant documents to planning applications are found at <https://planning.eastleigh.gov.uk/s/>

Type the planning application number into the Search box and click "Search"

PLAN_2122_A03

**Minutes of a Meeting of the Planning Committee
held online commencing at 6:30pm on 27 April 2021**

Present: Cllrs Brown (Chair), Dean, Greenwood (from para 15.7), Mignot, Moore (from para 15) and Toher

In Attendance: Mr D Wheal (Clerk to Bishopstoke Parish Council)
Mr A Daly (Bishopstoke Parish Council)

Public Attendance: 1 member of the public was present.

PLAN_2122_M01/

Public Session

11 Apologies for Absence

11.1 Apologies had been received and accepted from Cllr Francis.

12 To adopt as a true record, and sign, the Minutes of the Planning Committee meeting held on 20 April 2021

12.1 The Minutes of the above meeting had been circulated prior to the meeting.

12.2 Proposed Cllr Toher, Seconded Cllr Mignot, **RESOLVED** that the minutes of the Planning Committee meeting held on 20 April 2021 be adopted as a true record.

13 To consider Matters Arising from the above Minutes not covered elsewhere on the agenda

13.1 There were no matters arising.

14 Declarations of Interest and Requests for Dispensations

14.1 There were no declarations or requests.

Cllr Moore arrived at this point.

15 Consideration of Planning Applications

15.1 H/21/89996 – 72 Stoke Common Road – Construction of detached double garage – The Committee agreed to raise no objection to the application but requested a condition stating that the garage is only to be used for domestic vehicles and storage, and not for any commercial or residential purposes.

15.2 H/21/90027 – 9 Stoke Common Road – Erection of a front porch – The Committee agreed to raise no objection to the application.

15.3 H/21/89875 – 8 Sunningdale Close – Blockwork construction summerhouse with swimming pool, flat roof consisting of living roof covering – The Committee agreed to raise no objection to the application but requested a condition ensuring treatment of wastewater is in compliance with current legislation.

15.4 H/21/90029 – 5 Whalesmead Road – Proposed loft conversion, to include 2no. pitch roof dormers, gable with barn hip to the front elevation, and full height gable to the rear elevation. Raising of ridge height by approx 660mm. single storey rear extension to replace existing conservatory footprint. New render finish in white, with new dark grey roof tiles – The Committee agreed to object to the raising of the ridge height but had no objection to the remainder of the plan.

15.5 H/21/90065 – 102 Hamilton Road – Single storey side extension – The Committee agreed to raise no objection to the application.

15.6 H/21/90078 – 104 Fair Oak Road – Single-storey rear extension with 4no. roof lights following demolition of existing conservatory – The Committee agreed to raise no objection to the application.

Cllr Greenwood arrived at this point

15.7 H/21/90099 – 77 Church Road – Proposed 1 no. Rear Dormer & Rooflights to facilitate loft conversion – The Committee agreed to raise no objection to the application but requested that the Borough ensure that parking will not be adversely affected by the application and that there is a plan in place dealing with traffic and waste associated with the work.

15.8 H/21/90110 – 192 Fair Oak Road – Single storey rear extension, front bay window and porch and side dormer extensions – The Committee agreed to raise no objection to the application.

15.9 H/21/90138 – 32 St Mary's Road – Single storey rear extension and associated alterations (resubmission of application previously approved by EBC planners under ref no H/17/80824) – The Committee agreed to raise no objection to the application.

15.10 H/21/90234 – 16 Whalesmead Road – Alteration to bungalow roof design to allow for habitable accommodation within roof space incorporating 2no. dormer windows to front elevation and 4no. roof lights; new rear extension and removal of existing 2 side porches being replaced with new side extension and repositioning main access door into property – The Committee agreed to raise no objection to the application.

15.11 H/21/90087 – 179 Fair Oak Road – New front porch, loft conversion with a hip to gable roof line and new rear box dormer and single storey infill rear extension – The Committee agreed to raise no objection to the application.

15.12 No further applications had arrived following the publication of this agenda.

16 Report on recent planning decisions

16.1 The report on recent planning decisions had been circulated with the supporting documents and was noted by the Committee. It is included in the minutes as Appendix A.

17 To discuss potential planning applications that arrive prior to the next planning committee meeting and make recommendations

17.1 A report detailing potential options for looking at planning applications prior to a new Planning Committee being appointed had been circulated with the supporting documents.

17.2 The Committee agreed that option 3, all applications received prior to the election being emailed to the current Planning Committee and post-election to all the Councillors until a new Committee is appointed, would be the better option.

18 To receive the Clerk's Report

18.1 The Clerk's report had been circulated with the supporting documents and was noted by the Committee. It is included in the minutes as Appendix B.

Initial: _____ Date: _____

19 Date, time, place and agenda items for next meeting

19.1 Due to the uncertainty over the government's position on virtual meetings it was not possible to determine the date of the next Planning Committee meeting.

20 Motion for Confidential Business

20.1 Proposed Cllr Brown, Seconded Cllr Toher, **RESOLVED** unanimously that in view of the confidential nature of the business about to be discussed relating to possible breaches of planning regulation it is advisable in the public interest that the public be excluded and for the record the business be regarded as confidential.

The member of the public left the meeting at this point.

21 Reported Breaches of Development Control (Confidential business)

21.1 The report on alleged breaches of development control had been included with the supporting documents for Councillors. It was noted by the Committee. The Clerk was requested to contact the Borough and obtain more information about one of the reported breaches.

Action: Clerk

There being no further business, the Chair closed the meeting at 7:15pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____



Bishopstoke Parish Council

Planning Planning Decisions report 13 July 2021

Recent Planning Decisions

H/21/89961 – 119 Church Road – Single-storey rear extension.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

H/21/90206 – 173 Fair Oak Road – Single Storey Rear Extension to provide Annex accommodation for extended family.

Planning Committee Decision: Not considered.

Borough Council Decision: Withdrawn by applicant.

H/21/90234 – 16 Whalesmead Road – Alteration to bungalow roof design to allow for habitable accommodation within roof space incorporating 1no. dormer window to front elevation and 4no. roof lights; new rear extension and removal of existing 2 side porches being replaced with new side extension and repositioning main access door into property.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/90545 – 6 Burrow Hill Place – Widen existing ground floor window on front elevation and removal of door on side elevation.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

H/21/90613 – 18 Templecombe Road – Single storey side extension and alterations to fenestration on rear elevation.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

H/21/90163 – 137 Fair Oak Road – Retention of 1.5m high boundary fence to front garden and motorised sliding gate.

Planning Committee Decision: Not considered.

Borough Council Decision: Refuse.

H/21/90462 – 66a Harvey Road – Two-storey side extension.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

T/21/90817 – 6 Bishops Court – Crown Reduction (localised). Reduction of limbs or branches to clear buildings/structures etc. Reduce overhang from council owned trees back to the main stems.

Planning Committee Decision: Not considered.

Borough Council Decision: Withdrawn by applicant.

H/21/90565 – 4 Rogers Close – Garden Shed and Summer House.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

H/21/90311 – 6 Nelson Road – Single-storey rear extension.

Planning Committee Decision: Not considered.

Borough Council Decision: Refuse.

H/21/90433 – 17 Earls Close – Demolish existing rear conservatory and replace with a single storey facebrick extension with mono pitched roof.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

H/21/90312 – 45 St Margaret's Road – Single-storey rear extension.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

T/21/90091 – 92 Spring Lane – T4226 - 1 no. Holm oak (Tag 869) - Reduce back lateral branch by 3m over roadside at 8m above ground level. Crown Lift to 6 metres over public carriageway. Clear lamps by 1.0 metres and clear the lit area between lamps.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Consent.

NC/21/90419 – 2A West Drive – Notification of intent. 1 no. French Oak (T1) - localised crown reduction over garden of limbs growing towards property by no more than 3m back to growth points, with a maximum pruning cut no greater than 80mm.

Planning Committee Decision: Not considered.

Borough Council Decision: Raise Objection To.

H/21/90292 – 62 Whalesmead Road – Single storey rear extension, raising garage roof and front porch extension.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

H/21/90315 – 35 St Mary's Road – Single-storey rear extension.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

H/21/90087 – 179 Fair Oak Road – New front porch, loft conversion with an hip to gable roof line and new rear box dormer and single storey infill rear extension.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/90306 – 33 Fair Oak Road – Single storey extension to the rear of the property with sky lantern in the existing extension.

Planning Committee Decision: Not considered.

Borough Council Decision: Permit.

T/21/90024 – Orchard Gardens Care Home, 1 Garnier Drive – 1 no. Monterey Pine - Crown reduce height and spread of southern crown of tree by 2 metres from central points.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Consent.

H/21/89875 – 8 Sunningdale Close – Blockwork construction summerhouse with swimming pool, flat roof consisting of living roof covering.

Planning Committee Decision: The Committee agreed to raise no objection to the application but requested a condition ensuring treatment of wastewater is in compliance with current legislation.

Borough Council Decision: Permit.

H/21/89836 – 6 Guest Road – Single-storey rear extension.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/90078 – 104 Fair Oak Road – Single-storey rear extension with 4no. roof lights following demolition of existing conservatory.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/89893 – 18 Dartington Road – Single storey side and rear extension, garage conversion and patio area to the rear.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/90110 – 192 Fair Oak Road – Single storey rear extension, front bay window and porch and side dormer extensions.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/90029 – 5 Whalesmead Road – Proposed loft conversion, to include 2no. pitch roof dormers, gable with barn hip to the front and rear elevation. Raising of ridge height by approx 660mm. single storey rear extension to replace existing conservatory footprint. New render finish in white, with new dark grey roof tiles.

Planning Committee Decision: The Committee agreed to object to the raising of the ridge height but had no objection to the remainder of the plan.

Borough Council Decision: Permit.

H/21/90027 – 9 Stoke Common Road – Erection of a front porch.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/89708 – 6 Kensington Close – Demolition of existing rear conservatory and erection of single storey side and rear extensions.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/89639 – 17 Wooderson Close – Proposed single storey side extension following demolition of existing garage.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/90138 – 32 St Marys Road – Single storey rear extension and associated alterations (resubmission of application previously approved by ebc planners under ref no H/17/80824).

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

NC/21/90145 – 86 Spring Lane – Notification of intent. 1 no. Pine (T1) - Fell.

Planning Committee Decision: Not considered.

Borough Council Decision: Raise No Objection To.

H/21/89996 – 72 Stoke Common Road – Construction of detached double garage.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/90065 – 102 Hamilton Road – Single-storey side extension.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/89651 – 15 The Ridings – Erection of boundary fence part retrospective.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/89201 – 258 Fair Oak Road – Erection of two storey side extension, demolition of existing conservatory and erection of single storey rear extension and first floor rear extension.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

H/21/89525 – 27 Whalesmead Road – Two-storey rear extension to include raising the roof, altered rear dormer and new pitched garage roof amendment to planning permission H/20/87492.

Planning Committee Decision: Raise No Objection.

Borough Council Decision: Permit.

Clerk's Report

Recommendations:

There were no recommendations for Full Council to consider.

Matters Arising:

Prior to the election the previous Planning Committee members were each emailed the planning applications as they came in, as had been agreed at Full Council. Unfortunately, only two of the Committee members responded and so no quorate response was able to be agreed. The system did not continue beyond the election.

Other Matters:

At the time of writing there were no other matters to report on.

BISHOPSTOKE PARISH COUNCIL

PLANNING COMMITTEE

TERMS OF REFERENCE

**These Terms of Reference were last adopted
by the Parish Council at its meeting on**

22nd September 2020

**D Wheal
Clerk to Bishopstoke Parish Council**

BISHOPSTOKE PARISH COUNCIL
PLANNING COMMITTEE
TERMS OF REFERENCE

Amendment Sheet

Amendment No.	Date Incorporated	Subject
----------------------	--------------------------	----------------

TERMS OF REFERENCE FOR THE PLANNING COMMITTEE

1 Meetings

- 1.1** Meetings of the Committee shall be held twice monthly on the second and fourth Tuesdays at 7:00pm in the evening unless otherwise decided at a previous meeting of either the Planning Committee or the Full Council, or if no applications are tabled for consideration.

2 Quorum

- 2.1** The Committee membership shall comprise up to seven members, three of whom shall constitute a quorum.

3 Planning Applications

- 3.1** The Clerk shall maintain a record of each planning application received showing the date of receipt, the reference number, the place to which the application relates and a summary of the nature of the application.
- 3.2** The Clerk shall produce and circulate to each Committee Member a copy of the Agenda for each meeting, together with the Minutes of the previous meeting at least three clear working days in advance.
- 3.3** The Clerk shall ensure that any objections relating to those applications to be discussed at the meeting are made known to the Committee members before a decision is taken.
- 3.4** The Clerk shall ensure that all Planning Applications on the Agenda and to be considered at that meeting are available for inspection by members at the meeting venue fifteen minutes before the scheduled start of the meeting. This includes applications that arrived after the publication of the agenda, but prior to the meeting.
- 3.5** The Clerk or other duly appointed person shall take Minutes of the meeting and any follow-up actions as directed.
- 3.6** The Clerk shall notify the decision reached to Eastleigh Borough Council Planning Directorate within the deadline specified unless reasonable circumstances prevent this.
- 3.7** Any comments and/or objections the Committee wishes to make regarding planning briefs / structure plans, whether in draft or final form, or any other reports other than planning applications, are to be ratified by the Parish Council.
- 3.8** The Chair, or, in their absence, the Vice-Chair, shall present a report at each Parish Council meeting on decisions made by the Planning Committee and decisions made by Eastleigh Borough Council on applications considered within the Parish boundary since the previous Parish Council meeting. Alternatively, this may be effected by the circulation of the relevant minutes with other agenda papers before the meeting.

4 Planning Consultations

- 4.1** The Committee will make recommendations to the Parish Council on any Planning Consultation.

5 Other Responsibilities

- 5.1** The Committee will monitor, receive reports on and make recommendations on any development of 10 dwellings or more within the Parish. The Chair, or nominated representative, will be invited to any relevant meetings concerning such developments.
- 5.2** The Committee will monitor, receive reports on and recommend responses to the progress of the Local Plan and any subsequent Strategic Growth Option within the Parish.
- 5.3** The Committee will make recommendations regarding any road names required by development within the Parish.
- 5.4** The Committee will monitor, and consider the impact on Bishopstoke of, major developments in nearby parishes.
- 5.5** The Committee will respond, on behalf of Bishopstoke Parish Council, to any Traffic Regulation Orders proposed within the parish.

BISHOPSTOKE PARISH COUNCIL

PLANNING COMMITTEE

TERMS OF REFERENCE

**These draft Terms of Reference are tabled
at the Parish Council meeting on**

13th July 2021

**D Wheal
Clerk to Bishopstoke Parish Council**

BISHOPSTOKE PARISH COUNCIL
PLANNING COMMITTEE
TERMS OF REFERENCE

Amendment Sheet

Amendment No.	Date Incorporated	Subject
----------------------	--------------------------	----------------

TERMS OF REFERENCE FOR THE PLANNING COMMITTEE

1 Membership

1.1 The Committee membership shall comprise up to seven members, appointed at the Parish Council AGM in May.

2 Chair

2.1 The Chair and Vice-Chair of the Committee will be appointed at the first meeting following the Parish Council AGM in May. If both Chair and Vice-Chair are absent for a meeting, then a Chair for the meeting will be appointed at that meeting.

3 Quorum

3.1 A quorum will consist of three members of the Committee.

4 Meetings

4.1 Meetings of the Committee shall be held twice monthly on the second and fourth Tuesdays at 7:00pm in the evening unless otherwise decided at a previous meeting of either the Planning Committee or the Full Council, or if no applications are tabled for consideration.

4.2 The Clerk shall produce and circulate an agenda for the meeting, including the relevant policy, procedure or other document being discussed, at least three clear working days in advance of the meeting in accordance with Parish Council Standing Orders.

4.3 The Clerk or other duly appointed person shall take minutes of the meeting and take any follow-up action as directed. Draft minutes will be provided to the Chair as soon as possible and then circulated to the Committee members no later than the point at which the next agenda is circulated.

5 Reporting

5.1 The Chair, or, in their absence, the Vice-Chair or other nominated member of the Committee, shall present a report at each meeting of the Parish Council on resolutions passed and recommendations made by the Committee since the last meeting. Alternatively, this may be achieved by the circulation of the relevant minutes with other agenda papers before the meeting.

6 Decisions

6.1 The Committee will have no power to make decisions on behalf of the Council except to:

6.1.1 Decide the date, time and place of its meetings.

6.1.2 Identify and fill the training needs of the Committee, within the overall training budget specified by the Full Council.

6.1.3 Issue invitations to experts, specialists and others, as necessary, to attend meetings and / or give advice to the Committee.

6.1.4 Decide the Parish Council response to planning applications.

6.1.5 Respond, on behalf of Bishopstoke Parish Council, to any Traffic Regulation Orders proposed within the parish.

7 Budget

- 7.1 The Committee will have the power to commit to any necessary expenditure on behalf of the Council relating to its decision-making powers providing it is within a relevant budget assigned to the Committee by the Parish Council. Any other expenditure the Committee recommends must be either approved by the Clerk (in cases where emergency work is required) or must be agreed by the Council (in cases where either there is no agreed budget for that expenditure, or it exceeds the agreed budget by over £500).
- 7.2 Any expenditure the Committee wishes to undertake that is either greater than budgeted or not yet budgeted for must be sent to the Parish Council for approval.

8 Planning Applications

- 8.1 The Clerk shall maintain a record of each planning application received showing the date of receipt, the reference number, the place to which the application relates and a summary of the nature of the application.
- 8.2 The Clerk shall ensure that any objections relating to those applications to be discussed at the meeting are made known to the Committee members before a decision is taken.
- 8.3 The Clerk shall ensure that all Planning Applications on the Agenda and to be considered at that meeting are available for inspection by members at the meeting venue fifteen minutes before the scheduled start of the meeting. This includes applications that arrived after the publication of the agenda, but prior to the meeting.
- 8.4 The Clerk shall notify the decision reached to Eastleigh Borough Council Planning Directorate within the deadline specified unless reasonable circumstances prevent this.
- 8.5 Any comments and/or objections the Committee wishes to make regarding planning briefs / structure plans, whether in draft or final form, or any other reports other than planning applications, are to be ratified by the Parish Council.

9 Other Responsibilities

- 9.1 The Committee will monitor, receive reports on and make recommendations on any development of 10 dwellings or more within the Parish. The Chair, or nominated representative, will endeavour to attend any relevant meetings concerning such developments.
- 9.2 The Committee will monitor, receive reports on and recommend responses to the progress of the Local Plan and any subsequent Strategic Growth Option within the Parish.
- 9.3 The Committee will make recommendations regarding any road names required by development within the Parish.
- 9.4 The Committee will monitor, and consider the impact on Bishopstoke of, major developments in nearby parishes.
- 9.5 The Committee will make recommendations to the Parish Council on any Planning Consultation.

Planning – 13th July 2021

Application “Call In”

The Chair of the Council has proposed that the Committee consider amending the Council’s policy of considering every application that affects Bishopstoke. It is instead suggested that the Committee operate a “call in” system.

Current System

Every planning application that is received by the Parish Council is logged by the Clerk and added to the next relevant planning agenda. Applications have a response deadline – typically three weeks from the application being processed by the Borough Council. As the Council has two planning committee meetings per month there is rarely an occasion when a deadline would be missed. However, this does occasionally occur at Christmas and very occasionally in circumstances where the agenda for a meeting has been published and the following meeting is three weeks after.

The Committee has the power to consider applications even if they are not specifically listed on the agenda, and also has the power to call extra meetings if needed. In this way the Committee can be sure that every application has an opportunity to be considered.

Proposed System

As a large number of applications result in either no objection or no objection but with an additional comment, the Chair has suggested that it may not be necessary for these applications to be discussed at Committee at all.

The easiest way to achieve this would be for applications to be forwarded on to Councillors as soon as they are received by the Clerk, or for the applications to be listed somewhere on the website. Councillors would be encouraged to inform the Clerk of any application they feel should be discussed at Committee and meetings would be arranged accordingly. It may be possible / advisable to limit this “call in” power to Committee members only.

This could result in fewer applications being discussed on any given agenda and could even result in fewer planning meetings. It could also result in applications not being discussed simply because Councillors missed the email or were away. There may also be occasions when, although Councillors may not feel an application should be discussed, residents would like to be able to comment and by not having a meeting they may lose out on the opportunity.

Recommendation

It is recommended that the Committee resolve to run both systems for a period of 6 months.

In effect this would mean that for the next 6 months, Planning Committee meetings would run as they always, **and** the “call-in” system will run alongside. Different methods of informing the Councillors of which applications have been received could be tried, to determine the most effective method. At the end of the trial period the data will be analysed to determine whether the length or number of meetings would have been significantly impacted, and whether there would have been any applications missed that actually warranted discussion.

Committee members would also be asked to assess each meeting whether they felt it had been necessary to discuss each application, so that an idea can be gained of how many applications that would not have been called in actually proved to have been worthwhile discussions.